INTRODUCTION TO PROJECT MANAGEMENT
FIVE DAYS

Prerequisite

The student should have some understanding of Systems Analysis & Design methods.

Who Should Attend?

This course is intended for new project leaders or team members who are, or will be, managing or participating in Information Technology (IT) projects. This includes both information technology and business partner personnel.

Course Description

Introduction to Project Management is designed to teach students the concepts, tools, techniques and methods needed to effectively manage large or small IT projects. A case study, as well as individual and team exercises, provide practice in how the tools and techniques fit together to assure project success. Upon completion of this course, students should be able to:

- Apply appropriate planning tools, techniques and methods to effectively plan and manage projects.
- Develop a Problem Statement and a Mission Statement that will establish clear project scope, objectives, requirements and constraints.
- Generate alternative project strategies and select the best one.
- Develop an Implementation Plan using project management tools, which aid in task breakdown, dependency analysis, critical path computations, project team organization, and communication to project team and management.
- Determine and schedule the resources required to complete the project.
- Successfully manage necessary change.
- Maintain project control and report the project's progress.
- Conduct a final Project Audit to evaluate the project's results.

Course Topics

- Introduction and Overview
- Introduction to Project Planning
- Developing an Implementation Plan
- Project Control and Evaluation
- Project Organization